

ACTION AGENDA

ACTION AGENDA OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, DECEMBER 16, 2025, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 7:01PM.

ROLL CALL

COUNCIL

Councilmember Trish Damon, Ward III

Councilmember Pete Skinner, Ward II

Councilmember Karen Schumacher, Ward I

Mayor Ken Budge

Vacant, Ward I

Councilmember Mel Sowid, Ward II

Councilmember Anna Cline, Ward III, Mayor Pro Tempore 7:03PM

STAFF

Stephen J. Pauken, City Manager

Ashlee Coronado, City Clerk

Matthew Gurney, Public Works Director

Logan Dodd, Operations Manager

Jay Ritchie, Deputy Police Chief

Jim Richardson, Fire Chief

Melissa Hartman, City Planner

CITY ATTORNEY

Joseph Estes

INVOCATION: A Moment of Silence

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

CALL TO THE PUBLIC

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED, AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds.

ACTION APPROVED

2. Approval of the Consent Agenda

A. Approval of the Minutes of the Regular Session of Mayor and Council held on Tuesday, December 2, 2025.

Ashlee Coronado, City Clerk

- B. Approval of the appointment of Tom Wheeler to the Charter Review Committee.
Ashlee Coronado, City Clerk

- C. Approval of the appointment of Peter Gaffer to the Charter Review Committee.
Ashlee Coronado, City Clerk

ACTION APPROVED: ITEMS 2A-2C APPROVED

OLD BUSINESS

NEW BUSINESS

- 6. Discussion and Possible Approval of Resolution R-25-11, adopting the City of Bisbee Community Wildfire Protection Plan 2025 Update.

Jim Richardson, Fire Chief

ACTION APPROVED

- 3. Discussion and Possible Approval of a successor MOU for the Bisbee Firefighters Local 2146.
Stephen J. Pauken, City Manager

ACTION APPROVED

- 4. Discussion and Possible Approval of a Park, facility and right of way use permit and Special Event Agreement for The Bisbee Community Market for the use of Lower Vista every Saturday from January 3, 2026, through December 26, 2029, from 7:30am to 2:00pm.

Ashlee Coronado, City Clerk

ACTION APPROVED

- 5. Discussion and Possible Approval of Ordinance O-25-08; authorizing the sale and transfer of certain surplus city property being a portion of city owned property located at 21A Temby Ave, APN 103-63-026A.

Emanuel Stuart, City Planner

ACTION APPROVED

- 7. Discussion and Possible Approval for the Bisbee Arts Commission to pay the Arizona Rangers for security at their New Year’s Eve Event, not to exceed \$500.00.

Karen Schumacher, BAC Liaison

ACTION APPROVED

- 8. Discussion and Possible Approval for the Bisbee Arts Commission to pay Rose Hall in the amount of \$300.00 for their New Years Event Lantern Workshops.

Karen Schumacher, BAC Liaison

ACTION APPROVED

- 9. Discussion and Possible Approval of the recommendation from the Bisbee Arts Commission to fund a grant application for “Positive Buttons in a Worlds Full of Negativity” submitted by Heather Buton in the amount of \$400.00 from the Bisbee Arts Commission fund.

Karen Schumacher, BAC Liaison

ACTION APPROVED

10. Discussion and Possible Approval to award Phoenix Pumps for the purchase of a submersible pump for the Mule Gulch Lift Station.

Matthew Gurney, Public Works Director

ACTION APPROVED

11. Discussion and Possible Approval of a Notice of Intent to Adopt Ordinance O-26-01; Amending Chapter 7, Building, by establishing a new article 7.16- Utility Pole Installation and Relocation Regulations.

Logan Dodd, Operations Manager

ACTION APPROVED

12. Discussion and Possible Approval of a Statement of Work with CivicPlus for AudioEye Accessibility Services to support ADA website compliance.

Ashlee Coronado, City Clerk

ACTION APPROVED

13. Discussion and Possible Acceptance of the resignation of Councilmember Leslie Johns and Discussion and Recommendations for scheduling to fill this vacancy.

Ken Budge, Mayor

ACTION APPROVED

14. Discussion and Possible Approval of the proposed City Manager Recruitment Plan, Timeline and Announcement.

Joelle Landers, Personnel Director

ACTION APPROVED – GO OUT FOR RFP FOR RECRUITMENT OF A CITY MANAGER

15. Discussion and Possible Approval of the appointment of Ashlee Coronado as Interim City Manager.

Ken Budge, Mayor

ACTION APPROVED: EFFECTIVE JANUARY 4, 2026

16. Discussion and Possible Approval of a rate increase related to Legal Services with Pierce Coleman PLLC.

Stephen J. Pauken, City Manager

ACTION APPROVED

17. City Manager’s Report:

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate, or take any action on these topics.):

- Council thanked Steve Pauken for his many years of dedicated service to the City of Bisbee and wished him the very best in his retirement.

ADJOURNMENT: 9:00PM

ACTION APPROVED